

Effective Date: March 12, 2000

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

ECONOMIST - CONFIDENTIAL

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 for making classification decisions relative to present and future Economist - Confidential positions. Positions allocated to this classification perform research and analysis functions related to the various taxes and programs administered by the Department of Revenue, including but not limited to individual income, corporate income, sales, excise, utility and property taxes, as well as the Homestead credit, earned income credit, shared revenue and lottery credit. This classification specification is not intended to identify every duty which may be assigned to positions, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the "best fit" of the duties within the existing classification structure. The "best fit" is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

The positions in this classification are professional positions located within the Division of Research and Analysis which conducts research and analysis of state and local tax policy, and aid and shared revenue programs, as well as perform revenue estimates and economic forecasts.

Positions in this classification must meet the definition of "Confidential" as set forth in s. 111.81(7), Wis. Stats., i.e., the duties must be such that the incumbents are "individuals who are privy to confidential matters affecting the employer-employee relationship."

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which do not meet the statutory definition of "Confidential" as defined in Wis. Stats. 111.81(7) as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which are, for a majority of the time, engaged in performing research and analysis or planning functions more appropriately classified as Research Analyst or Program and Planning Analyst.

3. Positions which , for a majority of the time (i.e., more than 50%), perform duties which are more appropriately classified as Economist.

4. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees typically enter positions within this classification by competitive examination.

II. DEFINITIONS

ECONOMIST - CONFIDENTIAL

Positions in this classification spend the majority of their time performing research and analysis of specific tax areas, tax policy , Wisconsin revenue structure, tax relief programs, database creation, fiscal estimates, and the economy.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification was created to accommodate implementation of the expansion of the broadband pay structure effective March 12, 2000, announced in Bulletin CLR/SC-109 to describe positions which are currently classified as Economist 3–Conf., 4–Conf., 5–Conf., and 6–Conf. In addition, the Economist 1, 2, 3, 4, 5 & 6 Confidential classifications have been abolished, as announced in Bulletin CLR/SC-109.

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